Schalmont Information Technology Services

AVerMedia – Document Camera & Projector Setup

PREREQUISITES:

- If a user does not already have a document camera, they must call the help desk to *schedule a loan* for the Document Camera system. Please do so with as much advance notice as possible to guarantee a system will be available at your desired date and time.

- If a user does not already have a projector, they must also schedule a loan for a projector

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SETUP:

1. Extend the neck and lens of the document camera.

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2. Position the document camera so that the button panel is facing you.

3. Connect one end of the VGA (Video) cable to the corresponding port on the back of the document camera.

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4. Connect the other end of the VGA cable to the corresponding port on the back of the projector.

5. Connect the power cable to the back of the document camera

6. Connect the power to the projector
7. Power on the projector and document camera.

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8. Place an object in the view of the camera. If the image is out of focus, press the Auto Focus button Located under the zoom wheel.

9. The document camera allows you to zoom in on your object with different magnification strengths. To zoom, use the zoom wheel located in the middle of the button panel.

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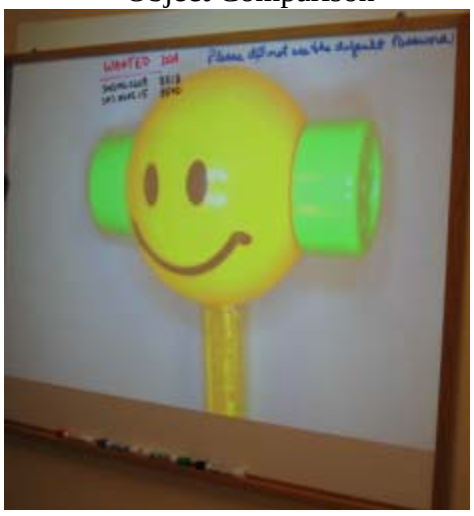
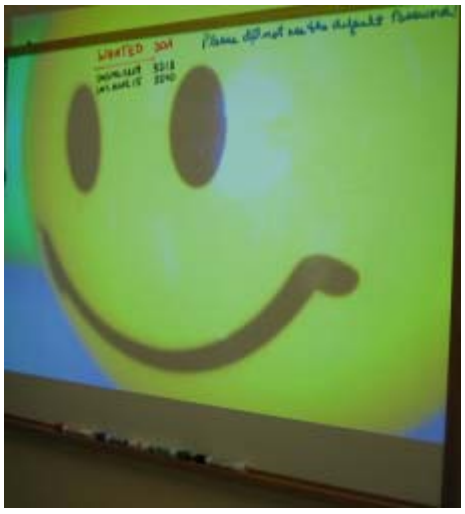
Object Comparison

No Zoom



200x Zoom



1000x Zoom

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10. This model of document camera (CP300) allows you to use a split screen feature, to show one captured, and one live image on the screen. To use this feature

a) First, choose something you would like to capture an image of and click capture

b) Press the menu button

c) Use the zoom wheel to scroll down to split screen and click enter.

d) Using the zoom wheel, choose either vertical or horizontal and click enter.

e) A screen will show up with a captured images selection, choose which image you would like to use and click enter.

Vertical Split Screen